

Lake County Illinois

*Lake County Courthouse and Administrative Complex
18 N. County Street
Waukegan, IL 60085-4351*



Agenda Report - Final

Thursday, August 6, 2026

8:30 AM

Assembly Room, 10th Floor or register for remote attendance at:
<https://bit.ly/4fZ4EMq>

Financial & Administrative Committee

Americans with Disabilities Act: Individuals with disabilities who require accommodations for participation in meetings must request accommodations at least 1 business day ahead of the scheduled meeting. Contact the ADA Coordinator at (847) 377-2250 or email at adacoordinator@lakecountyil.gov

PUBLIC ATTENDANCE: The public can attend Lake County Committee and Board meetings in one of two ways:

- (1) In-person attendance is on the 10th Floor of the County Administrative Tower, 18 N. County Street, Waukegan, Illinois.
- (2) Remote attendance through an electronic conferencing application (register via the link on the front page of the agenda).

RECORDING: Meetings, to include Public Comment, will be recorded.

PUBLIC COMMENT:

An opportunity for Public Comment will be provided during the meeting in accordance with the Lake County Board Rules of Order and Operational Procedures. At the time of Public Comment, it will proceed in the following order: (1) Public Comment by individuals in attendance and then (2) Public Comment by individuals attending remotely through an electronic conferencing application. Individuals may provide written Public Comment that must be received by 3:00 p.m. the day prior to the meeting (emailed to PublicComment@Lakecountyil.gov or delivered to the County Board Office, 18 N. County Street, Waukegan, Illinois, (10th floor)). Written comments will be circulated to the Members, but not read aloud.

PLEASE NOTE: An individual is allowed 3 minutes total for one or more public comments.

Individuals providing Public Comment will provide the following information:
Meeting: Financial and Administrative Committee (Subject line for written Public Comment)

Topic or Agenda Item #: (REQUIRED)

Name: (REQUIRED)

Organization/Entity Represented: (REQUIRED) ("Self" if representing self)

Street Address, City, State: (Optional)

Phone Number: (Optional)

Email: May be REQUIRED for remote attendance

1. Call to Order
2. Pledge of Allegiance
3. Roll Call of Members
4. Addenda to the Agenda
5. Public Comment
6. Chair's Remarks
7. Unfinished Business
8. New Business

CONSENT AGENDA (Items 8.1 - 8.19)

REPORTS

8.1 **26-0904**

Cash & Investment Report from Holly Kim, Treasurer, for the month of June 2026

Attachments: [FSG 6-30-26](#)

[Lake County Investment Portfolio Summary - June 2026](#)

[FSG June 2025](#)

8.2 **26-0900**

Finance Monthly Report - June 2026.

Attachments: [Monthly Financial Report - June 2026](#)

HEALTH & COMMUNITY SERVICES

8.3 **26-0852**

Joint resolution approving the first amendment to the Program Year 2026 (PY26) United States Department of Housing & Urban Development (HUD) Annual Action Plan (AAP), and authorizing an emergency appropriation of \$390,818.48 CDBG and HOME program income.

- HUD requires the submission of an Annual Action Plan (AAP) and associated amendments to govern expenditure of federal housing and community development funding for each program.
- The first amendment to the PY26 AAP is summarized in the attached table.
Proposed funding increases include:
 - \$350,000 of CDBG to Community Partners for Affordable Housing (CPAH) and Housing Opportunity Development Corp. (HODC), to support the acquisition of two affordable rental properties.
 - \$300,000 of HOME funds to CPAH for their Lake Forest Senior Cottages

development.

- \$78,625 of CDBG to Full Circle Communities for the rehabilitation of Liberty Lake Apartments.

Attachments: [PY26 Action Plan Amendment 1 - Funding Summary](#)

[PY26 Action Plan Amendment 1 \(PDF\)](#)

[Emergency Appropriation 26-0852 PY2026 AAP Amendment 1](#)

8.4 [26-0854](#)

Joint resolution approving the first amendment to Program Year 2026 (PY26) Lake County Affordable Housing Funds Program (AHP) funding recommendations.

- Lake County Community Development (CD) administers Lake County AHP funds.
- The Lake County Board approved an initial set of AHP funding recommendations on June 9, 2026.
- CD staff recommends the following recommendations:
 - Reduction of \$6,497 in funding to Community Partners for Affordable Housing (CPAH) for their Mundelein PSH development.
 - Reduction of \$143,503 in funding to Pivotal Development for their Hillside Landing development.
 - Allocation of \$150,000 in AHP funds to Raquan's Haven for the acquisition of an affordable rental property.

Attachments: [PY26 AHP Funding Recommendations Amendment 1](#)

8.5 [26-0903](#)

Joint resolution accepting the Program Year 2027 (PY2027) Capacity Expansion Grant from the Illinois Department of Human Services, authorizing an emergency appropriation in the amount of \$96,200 for grant administration to increase the capacity of the local homeless crisis response systems, and increasing the authorized headcount of the Community Development department by one full time position.

- This funding combined with other Community Development (CD) funds, will add a Property Engagement Specialist position to CD.
- In addition to personnel costs, funding will be used for contractual services to improve and build dynamic, reliable data systems that can measure real-time changes in homelessness.
- To facilitate this additional work, it is necessary to increase headcount by one full-time employee. The portion of the salary not covered by this grant will be absorbed by existing Community Development funds, including but not limited to HUD Continuum of Care funds.
- If this funding is not renewed and no new resources are found to fund the position, the position will be eliminated.
- The \$96,200 in grant funding has not been previously appropriated because the grant resources were secured after the County's adoption of the Fiscal Year 2026.

Attachments: [FCSFH10852-2027 IDHS Capacity Grant](#)

[Emergency Appropriation PY2027 Capacity Expansion Grant 26-0903](#)

LAW & JUDICIAL

8.6 [26-0797](#)

Joint resolution to enter into a contract with SCRAM Systems of Greenwood Village, Colorado to provide electronic monitoring services for Lake County Adult Probation in the estimated annual amount of \$400,000.

- There is a need for electronic monitoring services for Lake County Adult Probation.
- The current contract for electronic monitoring is set to expire August 31, 2026.
- Lake County issued a Request for Proposals (RFP) for Electronic Monitoring Services, and sealed proposals were received from 3 vendors.
- Based on the criteria set forth in the RFP, an evaluation committee determined it to be in the best interest of Lake County to award to SCRAM Systems.
- This resolution authorizes a two-year contract with three one-year renewals with SCRAM Systems effective from September 2026 through August 2031.

Attachments: [Draft Agreement](#)

[Summary Score Sheet](#)

[Vendor Disclosure Statement](#)

8.7 [26-0909](#)

Joint resolution authorizing a fifty-one-month contract, with West Publishing Corporation, of Eagan, Minnesota for Online Legal, Public Record, Investigative, and Research Services in the amount of \$60,048 for the remainder of Fiscal Year 2026, an amount of \$331,800 starting in Fiscal Year 2027 with 7.5% annual increases thereafter.

- The current contract for online Legal, Public Record, Investigative, and Research services expires July 31, 2026.
- Online legal research provides web-based access to 185 users in various County departments to search legal databases, three patron access terminals in the Law Library and West km provides knowledge management software to 50 users.
- The County departments have selected an upgraded subscription package called CoCounsel Legal that provides AI analytics, deep research and drafting tools that are verifiable and defensible.
- This contract contains a Bridge Period to hold current pricing for the remainder of Fiscal Year 2026, and aligns Year 1 with the County's Fiscal Year.
- The contract authorizes the Purchasing Agent to enter into a fifty-one-month agreement, including the bridge period for a term of September 1, 2026 through November 30, 2030.
- The bridge period will cost the County an amount of \$60,048. The first full year will be \$331,800 with 7.5% annual increases thereafter. The cost will be shared by

various Lake County departments based on user counts.

- Purchasing identified a cooperative purchasing contract with West Publishing Corporation, of Eagan, Minnesota, through Minnesota Master Agreement #270079 to procure Online Legal, Public Record, Investigative, and Research Services that was competitively solicited and awarded.
- Pursuant to Section 33.115 of the Lake County Purchasing Ordinance, Cooperative Purchasing, Lake County may participate in a cooperative purchasing agreement with West Publishing Corporation.

Attachments: [MN MSA 270079 Full Contract Exhibits](#)
[TR Vendor Disclosure Statement](#)
[Cooperative Agreement Addendum Draft 26245](#)
[Westlaw Proposal](#)

8.8 **26-0899**

Joint resolution authorizing the acceptance of a state fiscal year (SFY) 2027 Juvenile Justice Council (JJC) grant awarded to the Lake County State's Attorney's Office by the Illinois Juvenile Justice Commission (IJJC) through the Illinois Department of Human Services (DHS) to enhance and strengthen the Lake County JJC, which is run by the Lake County State's Attorney's Office, including an emergency appropriation of \$80,000 in grant funds.

- The Lake County Juvenile Justice Council (JJC) is a collaborative effort of many government and private agencies addressing juvenile justice procedures and programs.
- The JJC works to identify initiatives/areas in which attention or enhancement will benefit the County's JJC overall and the individuals involved.
- The Lake County State's Attorney's Office has been awarded a one-year JJC Grant in the amount of \$80,000 from the Illinois Juvenile Justice Commission (IJJC) through the Illinois Department of Human Services (IDHS).
- The grant term is July 1, 2026 through June 30, 2027.
- The Lake County State's Attorney's Office will use the funds to enhance and strengthen the JJC through annual training, outreach and focusing on programs that are proactive in preventing delinquency.
- Grant program funding in the amount of \$80,000 will support the creation and purchase of preventative/proactive printed materials and giveaways, webpage/website designer, attendance at the annual Juvenile Justice Council Conference, and two part-time, contracted positions - a JJC Coordinator and a Racial and Ethnic Disparity Reduction Coordinator.
- The source of funding for this JJC project is 100 percent grant funds; no matching funding is required.

Attachments: [JJC Grant-Budget Summary.xlsx](#)

PUBLIC WORKS & TRANSPORTATION

8.9 [26-0867](#)

Joint resolution authorizing execution of a contract with Copenhaver Construction, Inc., of Union, Illinois, in the amount of \$230,751 for the Manitou Creek Shoreline Stabilization project at the East Main Pump Station.

- The Lake County Department of Public Works owns and operates the East Main Street Pump Station, which provides sanitary sewer service to residents and businesses within portions of the Villages of Hainesville, Round Lake, Round Lake Beach, Round Lake Heights, and Round Lake Park.
- Along the facility's east streambank, where Manitou Creek flows into Long Lake, erosion has become a significant problem, and without intervention, erosion threatens the stream corridor, the facility's access driveway, and the building itself.
- To halt further degradation and align with Lake County's Manitou Creek Watershed Plan objectives, improvements will be made to include a combination of gabion baskets, stone slope protection, and native vegetation.
- Funding for this project is supported by the Public Works FY26 Capital Improvement Program and also in part by the Lake County Stormwater Management Commission through a \$10,200 Watershed Management Board Grant.
- The County received bids from eight (8) contractors for this work ranging from \$230,751 to \$805,981.90 for the Manitou Creek Shoreline Stabilization project.
- The award of this contract is recommended to the lowest responsive and responsible bidder, Copenhaver Construction, Inc. of Union, Illinois in the amount of \$230,751.
- This resolution authorizes and directs the County Purchasing Agent to execute a contract with Copenhaver Construction, Inc., in the amount of \$230,751.

Attachments: [26-0867 Bid Docs Manitou Creek Shoreline Stabilization at East Main PS](#)

[26-0867 Bid Tab Manitou Creek Shoreline Stabilization at East Main PS](#)

[26-0867 Vendor Disclosure Manitou Creek Shoreline Stabilization](#)

[26-0867 Map Manitou Creek Shoreline Stabilization at East Main PS](#)

8.10 [26-0888](#)

Joint resolution appropriating \$830,600 of Motor Fuel Tax funds for maintaining streets and highways, including utility services, under the applicable Illinois Highway Code, from December 1, 2026, to November 30, 2027, and \$212,100 of Matching Tax funds for de-icing materials.

- In order to perform routine and necessary highway maintenance, the Lake County Division of Transportation must purchase Patrol One general maintenance materials and services on an annual basis.
- Patrol One general maintenance materials and services may include, but not be limited to, supplies such as paint, signposts, shoulder aggregate, and de-icing

materials, as well as utility services and repairs.

- This project is included in the Transportation Improvement Program, and is designated as Section 27-00000-00-GM.

8.11 [26-0889](#)

Joint resolution appropriating \$600,000 of ¼% Sales Tax for Transportation funds for the acquisition of necessary right-of-way, by agreement or condemnation, and other right-of-way costs associated with the improvements of Rollins Road, from Grand Avenue to Washington Avenue.

- Rollins Road, from Grand Avenue to Washington Avenue, needs to be improved, inclusive of non-motorized improvements.
- Preliminary engineering plans and right-of-way plats identifying the right-of-way needs for the improvement have been prepared.
- This project is included in the Transportation Improvement Program with target construction in 2029 and designated as Section 22-00116-09-WR.

Attachments: [26-0889](#) [Location Map](#)

8.12 [26-0890](#)

Joint resolution appropriating \$350,000 of Motor Fuel Tax funds for the acquisition of necessary right-of-way, by agreement or condemnation, and other right-of-way costs associated with the improvements of Fairfield Road, from Rollins Road to Monaville Road.

- Fairfield Road, from Rollins Road to Monaville Road, needs to be improved, inclusive of non-motorized improvements.
- Preliminary engineering plans and right-of-way plats identifying the right-of-way needs for the improvement have been prepared.
- This project is included in the Transportation Improvement Program with construction anticipated to begin in 2029 and designated as Section 23-00120-07-RS.

Attachments: [26-0890](#) [Location Map](#)

8.13 [26-0891](#)

Joint resolution authorizing an agreement with the Village of Round Lake Beach (Village) for improvements to Hainesville Road, from Washington Street to Rollins Road.

- Hainesville Road will be improved, from Washington Street to Rollins Road, inclusive of roadway, intersection, and non-motorized improvements.
- The Village owns and maintains watermain and sanitary sewers within the project limits requiring modification.
- The Village is desirous that Lake County include the construction of new non-motorized accommodations including a shared-use path and a sidewalk as a part of the improvement.
- The Village will reimburse Lake County for its share of the engineering and

construction costs associated with these improvements, estimated to be \$1,665,289.

- This improvement is included in the Transportation Improvement Program, with construction anticipated to begin in 2027 and designated as Section 19-00072-14 -WR.

Attachments: [26-0891 Agreement](#)

[26-0891 Location Map](#)

8.14 [26-0892](#)

Joint resolution authorizing an agreement with the Village of Round Lake Park (Village) for improvements to Hainesville Road, from Washington Street to Rollins Road.

- Hainesville Road will be improved, from Washington Street to Rollins Road, inclusive of roadway, intersection, and non-motorized improvements.
- The Village owns and maintains watermain and sanitary sewer facilities within the project limits requiring modification.
- The Village is also desirous that Lake County include the construction of new non-motorized accommodations including sidewalk as part of the improvement.
- The Village will reimburse Lake County for its share of the engineering and construction costs associated with these improvements, estimated to be \$96,787.
- This improvement is included in the Transportation Improvement Program, with construction anticipated to begin in 2027 and designated as Section 19-00072-14 -WR.

Attachments: [26-0892 Agreement](#)

[26-0892 Location Map](#)

8.15 [26-0893](#)

Joint resolution authorizing an agreement with Avon Township (Township) for improvements to Hainesville Road, from Washington Street to Rollins Road.

- Hainesville Road will be improved, from Washington Street to Rollins Road, inclusive of roadway, intersection, and non-motorized improvements.
- The Township is desirous that Lake County include the construction of new non-motorized accommodations including a shared-use path.
- The Township will reimburse Lake County for its share of the engineering and construction costs associated with these improvements, estimated to be \$16,282.
- This improvement is included in the Transportation Improvement Program, with construction anticipated to begin in 2027 and designated as Section 19-00072-14 -WR.

Attachments: [26-0893 Agreement](#)

[26-0893 Location Map](#)

8.16 [26-0894](#)

Joint resolution authorizing an agreement with Baxter & Woodman, Inc. of Bannockburn, Illinois, to provide Phase III professional construction engineering services for improvements along Hainesville Road, from Washington Street to Rollins Road, at a maximum cost of \$1,756,530, and appropriating \$2,108,000 of ¼% Sales Tax for Transportation funds.

- Hainesville Road will be improved, from Washington Street to Rollins Road, inclusive of roadway, intersection, and non-motorized improvements.
- Lake County selects professional engineering firms in accordance with the Local Government Professional Services Selection Act, 50 ILCS 510/1 et. seq.
- The Lake County Division of Transportation's Consultant Selection Process has been approved by the Federal Highway Administration and the Illinois Department of Transportation, and the firm selected for this project was selected in accordance with this approved process.
- The selected firm has a satisfactory past relationship with the Lake County Division of Transportation.
- This project is included in the Transportation Improvement Program with construction anticipated to begin in 2027 and designated as Section 19-00072-14-WR.

Attachments: [26-0894 Consultant Agreement](#)

[26-0894 Vendor Disclosure](#)

[26-0894 Location Map](#)

8.17 [26-0895](#)

Joint resolution appropriating \$300,000 of ¼% Sales Tax for Transportation funds for the acquisition of necessary right-of-way, by agreement or condemnation, and other right-of-way costs associated with the improvements of Buffalo Grove Road, from Illinois Route 22 to United States Route 45.

- Buffalo Grove Road, from Illinois Route 22 to United States Route 45, needs to be improved, inclusive of non-motorized improvements.
- Preliminary engineering plans and right-of-way plats identifying the right-of-way needs for the improvement have been prepared.
- This project is included in the Transportation Improvement Program with target construction in 2030 and designated as Section 17-00254-03-WR.

Attachments: [26-0895 Location Map](#)

8.18 [26-0896](#)

Joint resolution authorizing an agreement with Collins Engineers, Inc., Chicago, Illinois, for professional structural engineering services, at a maximum cost of \$294,703, and appropriating \$354,000 of ¼% Sales Tax for Transportation funds.

- The Federal Highway Administration (FHWA) and the Illinois Department of Transportation (IDOT) require a structural engineer to perform certain bridge inspections. This agreement will provide professional structural engineering services to assist with various on-call bridge inspections along with other miscellaneous structural services.
- Lake County selects professional engineering firms in accordance with the Local Government Professional Services Selection Act, 50 ILCS 510/1 et. seq.
- The Lake County Division of Transportation's (LCDOT) Consultant Selection Process has been approved by FHWA and IDOT, and the firm selected for this project was selected in accordance with this approved process.
- LCDOT received Statements of Interest and Qualifications from 11 professional firms, and the consultant selection committee ranked Collins Engineers, Inc., Chicago, Illinois, as the most qualified.
- This project is included in the Transportation Improvement Program and designated as Section 26-00999-22-EG.

Attachments: [26-0896 Engineering Services Agreement](#)
[26-0896 Vendor Disclosure](#)

8.19 [26-0897](#)

Joint resolution vacating a portion of unused county highway right-of-way located at the northeast corner of Washington Street and Illinois Route 21 in the Village of Gurnee.

- In 1971, the Lake County Division of Transportation acquired right-of-way at the northeast corner of the intersection of Washington Street and Illinois Route 21 for corridor improvements along Washington Street.
- There is a 3,872 square feet (0.0889 acres) portion of this right-of-way that is not needed for current or future transportation purposes.
- The adjacent property owner is willing to pay \$21,500 for the property, which is fair market value based on a property valuation.
- The County Board may authorize the vacation of county highway right-of-way in accordance with State statute.

Attachments: [26-0897 Deed of Vacation](#)
[26-0897 Plat of Vacation](#)
[26-0897 Location Map](#)

REGULAR AGENDA

FINANCIAL & ADMINISTRATIVE

County Clerk

8.20 [26-0910](#)

Joint resolution authorizing an agreement with Election Systems & Software, Omaha, Nebraska for Voting Tabulation Systems and related Services for the Lake County Clerk's Office in an amount of \$2,405,943 for the first year, and an annual amount of \$212,660 thereafter.

- Since 2001, the Lake County Clerk's Office has been using Election Systems & Software. The system encompasses the tabulation process, ballot creation, and accessible voting options for Lake County elections.
- Pursuant to Chapter 33.066 Bid Exemption of the Lake County Purchasing Ordinance, the Purchasing Agent engaged an ad hoc committee that approved a bid exemption on the basis of an existing long standing successful relationship, and the knowledge gained through this relationship adds value integral to the services provided.
- This agreement provides for software maintenance fees for a five-year period.
- This resolution authorizes a five-year contract with Election Systems & Software, Omaha, Nebraska, for an amount of \$2,405,943 for the first year, and an annual amount of \$212,660 thereafter.

Attachments: [Bid Exemption Memo](#)

[Voting System Tabulation Agreement 26272](#)

[ESS Vendor Disclosure](#)

Human Resources

8.21 [26-0914](#)

Committee action authorizing a reclassification of vacant position 29060, Senior Engineer (Salary.12) to a Principal Engineer (Salary.14) in the Division of Transportation.

9. County Administrator's Report

10. Executive Session

10.1 [26-0008](#)

Executive Session to discuss a personnel matter pursuant to 5 ILCS 120/2 (c)(1).

10.2 [26-0937](#)

Executive Session pursuant to 5 ILCS 120/2 (c)(1) to discuss and consider specific candidates for the appointment to the Lake County Ethics Commission.

11. Regular Session (for action on Executive Session items)

11.1 [26-0920](#)

Committee action authorizing a reclassification of position 29151, Senior Engineer (Salary.12) to a Principal Engineer (Salary.14) with a one time increase to base pay for the incumbent of 5%.

12. Member Remarks and Requests

13. Adjournment

Next Meeting: August 27, 2026